

Welcome to *Matilda JR!*

Director: Mrs. Kozik
Vocal Director: Mr. Sapp
Choreographer: Ahmad Maaty

Words cannot express how excited we are to have such a wonderful cast for Kilmer's production of *Matilda JR!* We had over 80 students who auditioned for our production and are so thrilled with our talented and enthusiastic cast. Before we begin with the rehearsal process, we would like to outline some guidelines and expectations for upcoming months so we are all on the same page for the exciting road that lies ahead of us.

Cast Fee

Each cast member is responsible for a \$50 cast fee to participate in our musical this year. If this fee is a problem for any student, please see Mrs. Kozik and we will find accommodations to make participation possible. Please make all checks payable to *Kilmer Middle School*. Show fees and this contract are due to Mrs. Kozik at the first rehearsal on **Tuesday, January 11th**.

Cast Member Resources: Schoology Group, KMSDrama.org, email

There are several ways for cast members and parents to receive the latest up-to-date information regarding the musical. Cast member's main source of communication will be via our Schoology group.

Parent's main source of communication will be on kmsdrama.org. Simply go to the tab labeled "Matilda JR.". This page will consist of the following information:

- Cast documents (such as this Actor's Contract)
- Calendars
- Rehearsal Reports

We will also be emailing important information out from time to time to both cast members and their parents.

Please check these frequently since the calendar is subject to change for a multitude of reasons.

Attendance

Attendance at rehearsal and particularly show dates are imperative for our production to be successful. We have a lot of material to cover and a large cast to place on the stage in a relatively short amount of time. At auditions, each student received a generalized rehearsal schedule. This schedule is subject to change since we cannot foresee obstacles that may come our way. Any cast member, regardless of role, will be excused **from 2 rehearsals only**. If any cast member exceeds their allotted absences, they may be excused from the production. If a cast member is unable to attend the final tech week or a scheduled performance they will be excused from the production. Additionally, if a cast member misses a choreography day, we do reserve the right to remove them from that particular number. Learning this much choreography in such a short amount of time is not easy, and we simply do not have the time to go back and reteach missed material. If a cast member is sick on a rehearsal date and cannot attend they must e-mail nkozik@fcps.edu before their scheduled rehearsal. If you believe you have special circumstances, please see Mrs. Kozik and she will address individual circumstances on a case by case basis.

Etiquette and Attitude

Our educational efforts with *Matilda, JR* are not only to put up a great production but to foster a positive and professional work ethic in our actors. That being said, there will be absolutely no tolerance of disrespect of an artistic staff member or

other cast member in this production process. In a situation that any actor displays an unprofessional attitude in rehearsal they will be given one warning and the parent of that actor will be called. Any following display of inappropriate etiquette or attitude will result in that cast member being excused from the production.

Script/ Music Binder

All cast members are asked to provide a *Matilda JR* binder for their music, script and show materials and information. Cast Members must display their names on the outside of their binder and may decorate it to their liking. Cast members are asked to bring their binder to every rehearsal along with a pencil and highlighter. We also ask that actors bring homework, reading material and a snack or small lunch to every rehearsal in case of down time.

Attire

Appropriate attire should be worn during choreography days. Please wear loose, comfortable clothing that you can move in. Absolutely no flip-flops, opened toed shoes, or jeans. More information will be provided on this topic as soon as possible.

Costumes

We will be asking students to purchase certain items that they may keep after the production, particularly shoes. In upcoming weeks, cast members will be provided with a costume list of items needed by our show costumer and costuming staff. We will need at least 5 costume parents to assist in costume needs.

Parent Support

Last but not least.....parent support. As you all know, we are dealing with a large amount of students along with the many other artistic and technical demands that come along with putting on a show of this magnitude. We do have a policy that every student performer must have one parent volunteer at least 2 hours of time to our production in some aspect. There will be a *Matilda JR* parent informational meeting on **Wednesday, January 5th** at 6 pm in Room G103. Please come by to receive additional information about the production process, volunteer assignments or simply to ask any questions you might have. We need this support in the following areas; Costuming, Set Building and Painting, Ticket Sales, Administrative Duties, Student Supervision in rehearsals and Dressing Rooms, Concessions, Cast Party, etc. If any parent is interested in contributing in these efforts please indicate so on the attached Actor's Contract. Again, your time and support is greatly appreciated.

And now.....On with the Show!

Nikisha Kozik

Kilmer Middle School Theatre Arts

nkozik@fcps.edu

#703-846-8963

**Please return the attached contract and cast fee
to Mrs. Kozik on Tuesday, January 11th!**

Kilmer Middle School

Matilda JR

Actor's Contract

(Please return to Mrs. Kozik with \$50 show fee at the first rehearsal on Tuesday, January 11th)

I have read the Actor Information Sheet for Kilmer Middle School's production of *Matilda, JR*. I have shown this sheet to my parents and we both understand and agree to all terms and information presented. As an actor in this production, I will do my best to perform at my highest ability in etiquette, attitude, attendance and performance. I also agree to have fun no matter what the cost and will function as an ensemble, or team player, at all times. I understand that if I miss a major choreography rehearsal, I might be excused from participating in that number.

Actor's Signature

Parent Signature

Actor T-Shirt Size (adult size): S M L XL XXL (circle one)

As a parent of this actor, I agree that I will volunteer at least 2 hours in support efforts to the following aspects of Kilmer's production of *Matilda JR*.

There will be a *Matilda JR* Parent Informational Meeting on Wednesday, January 5th, 2022 at 6pm in Room G103. Please come by to receive additional information about the production process, volunteer assignments or simply to ask any questions you might have.

(Please circle interest. Also, please note if you would like to take leadership role in any one aspect excluding set construction. Leadership would entail; communication with your team, listing materials needed, etc.)

- Administrative Support
- Set Construction/ Painting
- Costuming
- Ticket Sales
- Student Supervision during rehearsals/ performances
- Cast Party

Parent Phone: _____
PLEASE PRINT

Parent E mail: _____
PLEASE PRINT

Student ID Number: _____
PLEASE PRINT